ADMINISTRATIVE - INTERNAL USE ONLY
Approved For Release 2000/09/12 : CIA-RDP79-01590A000400080033-9

25X1A

NAME [redacted]

OFFICE OC

ADMINISTRATION DIRECTORATE REVIEW: TRENDS AND HIGHLIGHTS

Evaluation

Course Objective

The objective of this course is to update DDA Carrerists' awareness and understanding of current activities, problems and trends in the Administration Directorate and its components.

1. Please indicate on the scale below the degree to which the course met its objective.

Slight						Highly Satisfactory
1	2	3	4	(5)	6	7

2. Given your present assignment, what segment of the course did you find most useful? Least useful?

THE ODP, DDA SUPPORT TO OVERSEAS OPERATIONS, AND THE COMMUNICATIONS SCHOOL BRIEFINGS WERE MOST BENEFICIAL. OF AND RECORDS MANAGEMENT, ALTHOUGH IMPORTANT, WERE CURRENTLY THE LEAST USEFUL TO ME.

3. Please describe how the course benefited you.

THE AGENCY'S FUTURE TRENDS WERE MADE MORE CLEAR. THE COURSE GAVE A GOOD INSIGHT INTO THE TYPES OF PROBLEMS OTHER DDA COMPONENTS ARE CURRENTLY DEALING WITH.

4. What suggestions do you have for improving this course?

A BETTER ROOM ARRANGEMENT TO ENABLE ALL COURSE MEMBERS TO MORE CLEARLY VIEW THE VISUAL AIDS. BELEIVE THE COURSE COULD BE EXTENDED ½ DAY TO ELIMINATE THE NEED FOR NIGHT SESSIONS. MORE TOURS, IF POSSIBLE, IN ORDER TO HELP BREAK UP THE LENGTHY PERIODS OF SITTING.

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